

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
1255 Imperial Avenue, Room 750
San Diego, CA 92101
Phone: (619) 338-2799; Fax: (619) 338-2778**

MEETING MINUTES: February 12, 2015

CALL TO ORDER

The meeting was called to order at 3:35 PM.

ROLL CALL

- Present: Ana Briones-Espinoza, Monique Fernandez, Madeleine Baudoin, Jeannine Nash, Awichu Akwanya
- Excused Absences: Daphyne Watson, Rebecca Huntsman, Ann Durham, Keith Stevenson, Jasmin Kirkland, Paul Moose
- Staff: Margaret E. Lujan, Maggie Fenn, Juana S. Duenas, Corrine Rodriguez, Nancy D'Adamo
- Guests: Gloria Michelle

ACCEPTANCE OF AGENDA

Madeleine Baudoin motioned to accept the agenda. Awichu Akwanya seconded the motion. The motion was carried.

APPROVAL OF JANUARY 8, 2015 MINUTES

Jeannine Nash motioned to approve the January 8, 2015 minutes. Monique Fernandez seconded the motion. The motion was carried.

VACANCY REPORT

Maggie Lujan distributed the vacancy report and informed CAB members that Seat 11 representing Economically Disadvantaged Central is now vacant, as per CAB Bylaws.

Current vacancies consist of: Four in the Economically Disadvantaged Sector; One in the Public Sector; Two in the Private Sector.

CAB is making progress with interviews. Madeleine Baudoin updated CAB regarding recent interview with Marlene Ruiz, a Nurse Educator, who volunteers for the International Relief Fund, as well as the United Way, and clearly has a passion for underserved populations.

CAB is excited to have Daphyne Watson as new member for Public Sector 4, due to her extensive background in Social Services and Mental Health Services, as well as her planning efforts for "My Brother's Keeper".

Madeleine Baudoin requested that the Appointment of Marlene Ruiz to the Private Sector become an Action Item for next meeting.

CAP PROGRAM DIRECTOR'S UPDATE – Maggie Lujan

SSAB CalWORKs Housing Support Program-2015 Demonstration Project - background, program design, current status, and next steps.

CSBG Organizational Standards Update - overview of Draft CSBG Organizational Standards, what Self-Assessment of January 2015 revealed (as to where CAP is in terms of meeting standards), and targeted dates for completing 4 items that are in progress.

Review of Community Action Board Bylaws -Maggie Lujan proposed a change to Board structure due to difficulty filling vacancies.

The proposed restructuring would adhere to the letter of the law by maintaining that:

- a) One-third of the members represent elected public officials
- b) One-third of the members represent economically disadvantaged, and reside in that area
- c) One-third of the members represent the private sector.

Maggie Lujan said that Tripartite Boards have always been a requirement for Community Action Agencies, and San Diego has had difficulty maintaining full board membership, particularly for seats representing North Regions/Districts.

A handout was given to CAB members with proposed restructuring to shift a number of Economically Disadvantaged representatives to Private Sector. This maintains required board structure, but allows for greater flexibility in terms of residency requirements of board members, which will help in recruiting for board membership.

Jeannine Nash asked for a review of the Vacancy Report. Maggie Lujan reported on the current Vacancies.

No Action Item at this time, Maggie Lujan requested that each CAB member review the Bylaws for discussion next meeting. Bylaws were distributed to each member and will also be sent via e-mail.

Ms. Lujan set April 9th as a goal for the formal approval of Community Assessment by CAB to become an Action Item.

Ms. Lujan specified that the goal for Strategic Plan to become an Action Item will be in May.

CAB CHAIR'S UPDATE – Madeleine Baudoin

Madeleine Baudoin welcomed everyone in attendance including Visitor Gloria Michele a Volunteer from the Rock Church in East County. Madeleine Baudoin welcomed Nancy D'Adamo, new Community Action Partnership Administrative Secretary.

Discussion Item and Action Item for Board restructuring will be recorded next meeting.

CAB members are to e-mail Maggie Lujan with any questions or even a red-line item. All members are to be sent a notice to review Bylaws.

BOARD DISCUSSION

Many members agree that the proposed restructuring appears to make sense, since it has been historically difficult to recruit members from North Central, North Inland and North Coastal regions. Madeleine Baudoin stated that the Private Sector interacts well with Economically Disadvantaged Sector, and a restructuring will possibly result in more participation.

Maggie Lujan commented that CAP is excited about drafts of the Community Action Plan, which will be provided to CAB next month.

OTHER BUSINESS

Mental Health First Aid for free – flyers distributed by Awichu Akwanya

Distribution of Improper County Government Activity Complaint Procedure: Administrative Manual Item Number 0010-10

ADJOURNMENT

Monique Fernandez motioned to adjourn the meeting. Jeannine Nash seconded the motion. CAB Chair, Madeleine Baudoin, adjourned the meeting at 4:30 p.m.

MINUTES APPROVED BY:

Signature

Date

NEXT MEETING: Thursday, March 12, 2015